

**MINUTES OF THE BOARD OF DIRECTORS OF CRESTLINE
VILLAGE WATER DISTRICT**

May 21, 2024

CALL TO ORDER AND FLAG SALUTE: President Cory Hubbell called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:02 pm, on Tuesday, May 21, 2024.

ROLL CALL: Present were President Cory Hubbell, Vice President William Barrera, Directors Kenneth Stone, Steve Farrell, and Leslie Brister.

Staff members present were Office Manager Josselyn Quine, Operations Manager David Sale, and General Manager Thomas Weddle.

The public in attendance is Sherri Fairbanks.

MINUTES OF PREVIOUS MEETINGS:

The Board reviewed the minutes of the April 2024 Regular Board Meeting. On a motion by Director Farrell and a second by Director Brister, the minutes for the April 16, 2024, meeting were approved with the following roll call vote:

AYES: Directors Barrera, Stone, Farrell, Hubbell, and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CASH DISBURSEMENTS:

There was general discussion about the cash disbursements. On a motion made by Director Stone and a second by Director Brister, the cash disbursements for the month of April 2024, were approved with the following roll call vote:

AYES: Directors Barrera, Stone, Farrell, Hubbell, and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

PUBLIC COMMENTS:

Sherri Fairbanks, a resident of Crestline and Board Member of Crestline Sanitation District attended this meeting. After reading newspaper articles and seeing PFAS come up within other water districts, she was curious about the testing for PFAS within our system. We have been sent 2 batches of tests. The first batch results are non-detected and are waiting for the second batch results. Within the newspaper article Sherri read, there is a water company that is looking for a different source of water, possibly wastewater. With Sherri being on the Board of Crestline Sanitation District, she also told us of the upcoming increases, an initial 6% increase with a 5% increase for 4 years.

REGULAR SESSION:

CONSIDER ADOPTING RESOLUTION 504, RECORDS MANAGEMENT POLICY:

After general discussion, the Board has decided to retain most documents until they have been electronically filed. Some documents will be retained indefinitely. Resolution 504 will be revisited after some revisions.

CONSIDER ADOPTING RESOLUTION 505, RECORDS REQUEST

There was general discussion and a few changes to the fee schedule for requested records. On a motion by Director Farrell and a second by Director Brister Resolution 505, Records request was approved with the following roll call vote:

AYES: Directors Barrera, Stone, Farrell, Hubbell, and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CONSIDER ADOPTING RESOLUTION 506, RESERVES POLICY:

The Board reviewed and discussed Resolution 506, Reserves Policy. There was some concern that the purchased water reserve balance should be increased. After looking at the history of what reserves have been used, the District has not gone over the budgeted amount and needed to use the reserves for many years. The reserve amounts can be increased with another resolution in the future, if needed. The concern is the increased water rates from Crestline-Lake Arrowhead Water Agency and when our wells aren't producing as much water. When the District creates its annual budget, this increase is calculated into the overall purchased water budget, anticipating the potential lack of water produced within our system. The reserves are a separate fund available in the event we go over the budget for purchased water.

On a motion by Director Stone and a second by Director Farrell, the Board approved Resolution 506, Reserves Policy as submitted, with the following roll call vote:

AYES: Directors Barrera, Stone, Farrell, Hubbell, and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

MANAGER'S REPORT:

1. Field Maintenance – We have finished the bi-annual flushing program and the annual meter testing program. The Barn tank roof has been repaired with large support beams.

We have now started our weed abatement for the year.

Received the snow blower attachment. Ordered the broom attachment on May 1st for the new fiscal year.

DRAFT

2. Water Report – The District received very little rain for the month of April. We are trailing last year at this same time by 9 inches. We are 15 inches over average through the end of April for the rain year.

Water purchases from CLAWA for the month were only 24,733 cubic ft.

3. District Owned Property – We have reached out to a surveyor to get some information on what the costs could be for a lot-line adjustment and filing a new deed with the county for the new parcel. The initial estimate was \$3000 for the County and close to \$1500 for the work associated with the survey. After Speaking with the Landowner, there is hesitation as whether it would be worth the cost. There might be an update between this going out and me getting a follow-up from the surveyor in which I will update the Board at the meeting.

4. Water Conservation Standards – We are currently reviewing the data used for the 2017-20 water loss reporting to the State because the loss criteria number is artificially low and would cause issues by us not being able to consistently hit that number. If errors are found, we will resubmit those numbers and reestablish our baseline loss with the State.

DIRECTORS REPORTS:

1. Director's reports: Director Farrell gave a recap of the ACWA Conference he attended.
2. Requests for Future Agenda Items: None
3. Other Items: There was discussion on a number of items for Staff to investigate. Improve the District Map on the Website, transparency certificates for Staff, visible email to contact the office on the website, make Mission Statement available on Website, pumping options for Lake Gregory and make sure there is a meter at Camp Switzerland.

As there was no further business to discuss, the meeting was adjourned at 4:28 pm. The next meeting is scheduled for Tuesday, June 18, 2024. This meeting will be held in person at the District office at 3pm.